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Interface Control Document

Governing The Exchange Of Data

Between

THE INFORMATION PRIVACY SYSTEM
(IPS)

And

THE AGENCY ARCHIVES AND RECORDS CENTER INVENTORY SYSTEM
(ARCINS)

IC195000

Prepared by:

Development Services Branch
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Chapter 1

INTRODUCTION

1.1 PURPOSE

This document describes the functional and physical characteristics of the interface between the SQL based Information Privacy System (IPS) and the NOMAD based Agency Archives and Records Inventory System (ARCINS). It serves as a technical agreement between the systems involved in the interface.

1.2 SCOPE

This document is organized into four chapters: (1) Introduction; (2) Interface Relationships; (3) A Technical Description; and (4) Interface Testing. Chapter 2 describes the relationships between IPS and ARCINS. Chapter 3 provides information pertaining to the exchange of data from IPS to ARCINS, and Chapter 4 specifies the organizations and their accountability and responsibilities for interface testing.

1.3 REFERENCES

The following publications and/or documents were used in the preparation of this document.

1. Development Group Documentation Standards Manual
2. IPS System Development Plan
3. IPS System Design Specifications

1.4 DOCUMENT CONTROL

Suggested changes to this document should be submitted to the IPS Configuration Control Board (CCB) for approval. Written comments, corrections and suggestions are welcome and should be addressed to:

OIT/IPS Project Manager
OIT/DSG/DSD/SSB
STAT [redacted]

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1.5 SECURITY REQUIREMENTS

All Information Privacy System documentation is Unclassified and IPS data can range from Unclassified to Top Secret. The major security requirement is to control the read and/or write access of different types of users.

1.6 INTERFACE CONFIGURATION STANDARDS

????????

1.7 HISTORY OF REVISIONS

May 12, 1989 - Draft Version 1.0 published for distribution.

1.8 LIST OF TO-BE-DETERMINED ITEMS

1. Line 2 of the Folder Title field on the ARCINS RECORDS CENTER Retirement MENU will contain the first line of the Subject field on the INITIAL MENU. Is this sufficient for ARCINS' purposes?

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Chapter 2

INTERFACE RELATIONSHIPS

The IPS application will be used by the Information Services Division Management Group (ISD/MG) to control, track and report on cases assigned within the Agency and, referrals and/or coordinations sent outside of the CIA. After a specified time, ISD requests case retirement data from Records Center and inputs this data to IPS. Since ISD is also required to record retired cases in ARCINS, the rekeying of the available retirement data and other IPS data occurs. An interface between the IPS application and the ARCINS application will eliminate this occurrence.

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Chapter 3

TECHNICAL DESCRIPTION

DATA INTERFACE BETWEEN IPS and ARCINS

3.1 EXCHANGE OF DATA FROM IPS TO ARCINS

The exchange of data from IPS to ARCINS will be an automatic transfer of data and will be transparent to the user.

3.2 PURPOSE OF DATA EXCHANGE

The purpose of establishing an exchange of data from IPS to ARCINS is to eliminate the rekeying of IPS data into ARCINS.

3.3 INTERFACE DESCRIPTION AND OPERATION

3.4 SCHEDULE

Data is transfered to ARCINS when a case is retired in the IPS System.

3.5 SOURCE OF DATA

The interface data fields will be selected from a record in the RETIRED, INITIAL and CLOSING SQL tables. Data fields ret_jobnum, ret_boxnum, ret_foldnum and ret_itemnum are selected from RETIRED table. Data field final date is selected from CLOSING table. Data fields: type, yr, seqnum, ilog_date, rlname and subl are selected from INITIAL table.

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3.6 DATA EXCHANGE PROCESS

When case retirement data is entered into the IPS system, the interface program creates a CMS file containing the data to be transferred into ARCINS. The interface program then formats and executes the NOMAD statements to update ARCINS with the data.

3.7 DATA ELEMENT CHARACTERISTICS

3.7.1 ARCINS DATA FIELDS *** IPS DATA FIELDS

1. JOB

SQL TABLE: RETIRED
SQL COLUMN: RET_JOBNUM
Length: C9
Format: Alphanumeric
Check: YYXNNNNNA (YY=yr, X=class or dash, N=sequence number, A=R)
ARCINS FORMAT: 2N-5N/1A

2. BOX NUMBER

SQL TABLE: RETIRED
SQL COLUMN: RET_BOXNUM
Length: N4
Format: Numeric
Check: None
ARCINS FORMAT: 4N

3. FOLDER NUMBER

SQL TABLE: RETIRED
SQL COLUMN: RET_FOLDNUM
Length: C5
Format: Alphanumeric
Check: First four positions must be numeric.
ARCINS FORMAT: 4N/1A

4. ITEM NUMBER

SQL TABLE: RETIRED
SQL COLUMN: RET_ITEMNUM
Length: C8
Format: Alphanumeric
Check: None
ARCINS: 12A

5. DISPOSITION DATE

SQL TABLE: RETIRED
SQL COLUMN: RET_DISP_D

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Length: 10
Format: Date
Check: YYYY-MM-DD
ARCINS: YYMM

6. BEGINNING DATE

SQL TABLE: INITIAL
SQL COLUMN: ILOG_DATE
Length: 10
Format: Date
Check: None
ARCINS: YYMMDD

7. END DATE

SQL TABLE: CLOSING
SQL COLUMN: FINAL_DATE
Length: 10
Format: Date
Check: YYYY-MM-DD
ARCINS: YYMM

8. FOLDER TITLE

SQL TABLE: INITIAL
SQL COLUMN: TYPE, YR, SEQNUM
Length: 8
Format: Alphanumeric
ARCINS: Column position 1 of the first line.

SQL COLUMN: IRLNAME
Length: C30
Format: Alpha
ARCINS: Column position 12 of the first line.

SQL COLUMN: ISUB1
Length: C70
Format: Alphanumeric
ARCINS: Column position 1 of line 2.

In addition to the above data fields, the ARCINS database is comprised of the following required fields. The data for these fields is standard and will be provided in the automatic update.

9. OPI: 28

10. DIR: DDA

11. OFF: OIT

12. CL: U

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13. MEDIA: PP

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Chapter 4

DATA INTERFACE TESTING

4.1 IPS TO ARCINS TEST PROCEDURES

The OIT IPS/ARCINS Tester will retire a controlled number of test cases on the SQL preconversion test system and the SQL postconversion test system. The interface control program will update the ARCINS NOMAD database with the test cases. The ARCINS NOMAD database will be verified for the successful addition of retired cases and the subsequent deletion of these cases from ARCINS. The same procedures will then be executed by the designated ISD IPS/ARCINS Tester.

4.2 TEST DATA BASES

There will be two test data bases, the SQL preconversion database and the SQL postconversion database. The SQL preconversion database will be used for testing all the applications software during its development phase. The SQL postconversion database will be used for the acceptance testing phase of the project and will contain all the converted GIMS records at the conversion date.

4.3 RESPONSIBILITIES FOR TESTING

IPS Program personnel will perform all testing and verification of the IPS System development software on the SQL preconversion database.

Pre-Conversion Database Testing Responsibilities

- The IPS team will develop the test procedures for the interface program.
- The IPS team will execute the test procedures and verify the success of the processing.

Acceptance Testing Responsibilities

- The IPS and ISD Acceptance test teams will execute the test

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procedures and verify the success of the processing.

Post-IOC Test Responsibilities

- ISD Acceptance test team will execute the test procedures and verify the success of the processing.

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Chapter 5

APPENDIX A

ARCINS RECORDS CENTER RETIREMENT MENU

JOB NUMBER: _____ OPI: __ DIR: ___ OFF: ___
SCHEDULE NUMBER: _____ DISP DATE: ____ CL: __ MEDIA:__

Box Number: ____
Folder Number: _____
Item Number: _____
Beginning Date (YYMMDD): _____
Ending Date (YYMMDD): _____
Folder Title:

_____

_____

ENTER: ADD DATA F5: CANCEL ENTRY F8: EXIT MENU

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